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HANDBOOK

RECORDS

TRAINING

This subject pertains to the development and direction of all Agency training programs.

TRAINING

- ✓ 1. Policies and Procedures
- ✓ 2. Facilities
- ✓ 3. Internal CIA Training
 - ✓ Courses (optional case folder on each course to include subjects below)
 - ✓ Requests
 - ✓ Nominees and Candidates
 - ✓ Evaluations
 - ✓ Student
 - ✓ Instructor/Course
- ✓ 4. External CIA Training
 - ✓ Courses (optional case folder on each course to include subjects below)
 - ✓ Requests
 - ✓ Nominees and Candidates
 - ✓ Evaluations
 - ✓ Student
 - ✓ Instructor/Course
- ✓ 5. Reports

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HANDBOOK

RECORDS

COLLECTION

This subject pertains to the Agency methods, sources, responsibilities and requirements involved in the collection of intelligence information.

COLLECTION

1. Evaluations

(Collection Program - Information Reports)

2. Methods and Techniques

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3. Planning and Coordination

(Definition of Responsibilities - Procedures for Collection)

4. Requirements

(Guides, Reading Requirements - Requests - Directives - Responsibilities)

5. Sources

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6. Printed Matter

(Publications - Newspaper - Periodicals - Documents - Maps - Charts)

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